

Trustees of the Manchester City Library
Minutes – April 16, 2007

In attendance: Trustee Chair Karen Sheehan-Lord, Trustees Kevin Devine, Joseph Sullivan, Joannie Barrett, Madeleine Roy and Library Director Denise van Zanten. Also in attendance was Assistant Librarian Kirsten Rundquist, and Foundation Chair Monique Brown.

Excused: Trustees Jeffrey Hickok, Peter Duffy

Meeting was called to order at 3:35pm.

Minutes: approval of the March 28th minutes and the April 5th minutes with one revision. Motion made to accept both Minutes by Trustee Sullivan seconded by Trustee Devine, all in favor.

Staff Visit – Kirsten Rundquist, Assistant Librarian spoke to Trustees about purchasing items for Young Adult Programs. Trustee Devine said he would look into finding a possible donor to support programming.

Ms. Rundquist wants to have a Teen Lock-in to start the Summer Reading Program. Chaperones will be 1 for every 8 teens 13-17 years old. Murals will be painted and other events will be happening and will go from 6 pm to 9-9:30 pm tops.

Director's Report: Board of Trustees and Library Director discussed the FY08 budget. Chair Lord will contact Mayor Guinta. City Budget hearing for the public is tonight, Monday, April 16th. Mayor's budget does not include 2% increase in retirement benefits. As the library budget proposal stands, the salary line will run out by June 1st of 2008 thus we would need to go to the Mayor for salary adjustment funds.

For National Library Week, Mt. Washington program cancelled and rescheduled to May 3rd. Presenter could not get off the mountain due to the storm. Amnesty and raffle are going well. 9lb Hammer will perform on April 19th at 7pm.

Branch Library has 2 feet of water in the elevator shaft. Sump pump is not working.

Trustee Hickok wanted to know last month how many materials were lost from the collection. Head of Circulation, Claudia Mayer will do a presentation next month on the subject of lost materials.

Finance Committee Report: Pending budget outcome at City Hall.

Foundation: No meeting this month. Foundation members and 3 trustees and 3 library staff will attend the Capital Campaign presentation at Citizens Bank on April 18th.

Looking forward to event on May 16th. There are 2 new restaurants – Athens and the Hilton Garden - Common Man will give out coupons to attendees.

Old Business: table of 8 was reserved for the Manchester Historic Awards on May 9th at C R Sparks. 2 from Library staff 3 from Foundation – 3 from the Trustees. Motion was made by Trustees Barrett to purchase 3 tickets to the Manchester Historic Awards, seconded by Trustee Sullivan all in favor. Trustees Barrett, Devine and Hickok will attend. From the Foundation, Gloria Gagnon, Chair Monique Brown, Chris Windler.

Severe weather policies – Motion made by Trustee Barrett with one change as follows “with the authority, and time permitting and consultation with”, seconded by Trustee Roy, all in favor with amendment.

Credit Card – Director will look into process of getting a credit card for Trust Fund online purchases with a \$1,000 limit. Maureen Zidek from Citizens will be contacted. This will be reviewed at the next Trustees Meeting.

Trustees will be interviewing prospective candidates to fill trustee positions as vacancies occur.

New Business: NHLTA Annual 50th Anniversary meeting will be on May 11. Price is \$55 with dinner if Trustees are interested.

Director van Zanten and Accountant Fran Ryan will start working on the Trust Fund budget in May.

Learn to Read - Miniature golf tournament tentatively scheduled for May 22 at Legends in Hooksett at 6pm.

Adjourned 4:50pm